

**LABOR RELATIONS & EMPLOYEE SERVICES COMMITTEE MINUTES**  
**1st Floor Conference Room, Oneida County Courthouse**  
**November 8, 2016**

**LRES COMMITTEE MEMBERS PRESENT:** Ted Cushing/Chairman, Sonny Paszak, Billy Fried, Dave Hintz, Carol Pederson

**ALSO PRESENT:** Lisa Charbarneau, Jenni Lueneburg (Labor Relations/Employee Services); Margie Sorenson, Darcy Smith (Finance); Mike Romportl (Land Information); Grady Hartman (Sheriff's Office); Bruce Stefonek (Highway/Solid Waste); Luann Brunette (Buildings & Grounds); Nick Sabato (River News/Lakeland Times); Kevin Boneske (Star Journal)

**CALL TO ORDER AND CHAIRMAN'S ANNOUNCEMENTS**

Chairman Cushing called the LRES Committee to order at 1:00 p.m. in the 1<sup>st</sup> Floor Conference Room of the Oneida County Courthouse. It was noted that this meeting had been properly posted in accordance with the Wisconsin Open Meeting Law and complies with the Americans with Disabilities Act.

**APPROVE AMENDED AGENDA**

Motion by Hintz to approve the amended agenda. Second by Pederson. All members present voting 'Aye'. Motion carried.

**APPROVE MINUTES**

Motion by Paszak to approve the minutes of the October 5<sup>th</sup> meeting. Second by Hintz. All members present voting 'Aye'. Motion carried.

**VOUCHERS, REPORTS AND BILLS**

Committee briefly reviewed vouchers and bills presented. Motion by Paszak to pay the bills. Second by Fried. All members present voting 'Aye'. Motion carried.

**MECHANIC/EQUIPMENT OPERATOR VACANCY REVIEW APPEAL**

Charbarneau notes that this request will go to the Public Works Committee on November 10<sup>th</sup>. Charbarneau states a Highway employee gave short notice to terminate their employment and Stefonek is requesting this position get filled quickly due to the upcoming snowplowing season. Stefonek summarized the position's duties and reiterated the importance of this position being filled. Motion by Cushing to waive the vacancy review appeal and approve the Mechanic/Equipment Operator position for the Highway Department. Second by Paszak. All members present voting 'Aye'. Motion carried.

**LIMITED TERM EMPLOYEE (LTE) SNOWPLOW DRIVERS**

Stefonek reports getting a request from the Town of Enterprise for some winter maintenance work they would like to hire Oneida County Highway Department to complete. Stefonek states that his department has the extra equipment needed to provide these services but will need more employees in order to cover the additional work. Stefonek requested two new LTE's in his request but amended his request to one LTE needed. Stefonek is waiting for the contract to be signed and returned by the Town of Enterprise. The LTE would be on an on-call basis. Sorenson notes that this LTE must be seasonal (work less than six months per twelve month period) in order to not be subject to ACA (Affordable Care Act) requirements. Motion by Paszak to approve, pending the signed contract by (the Town of) Enterprise. Second by Fried. Stefonek noted that the contract costs will include reimbursement for both labor and equipment used. Brief discussion held on past practices and contracts similar to this one. All members present voting 'Aye' on motion. Motion carried.

### **E911 TELECOMMUNICATOR VACANCY REVIEW APPEAL**

Hartman states this request is due to a retirement in Sheriff's Office Dispatch. Charbarneau states that these positions are normally required to remain vacant for eight weeks before being filled; this position has been vacant now for six weeks. Motion by Fried to approve the E911 Telecommunicator vacancy review appeal. Second by Hintz. All members present voting 'Aye'. Motion carried.

### **PUBLIC HEALTH ADMINISTRATIVE SUPPORT VACANCY REVIEW APPEAL**

Charbarneau provided fiscal impact and summarized duties of this vacant position. Charbarneau notes that this is a bad time of year for a vacancy in Public Health due to flu season being underway. For this reason, Public Health is requesting a waiver of the waiting period to fill this position. Motion by Paszak to approve the hiring of the front desk support (Administrative Support) position. Second by Pederson. All members present voting 'Aye'. Motion carried.

### **FLSA/EXEMPT STATUS-OVERTIME**

Charbarneau reminded the Committee of previously discussed changes to the FLSA (Fair Labor Standards Act) law. The Committee previously put any further action on hold to see if the changes were implemented by the federal government. Smith notes that the bill implementing these changes may still be delayed but uncertain at this time. Charbarneau notes that Finance and LRES staff met to discuss the implementation of the changes if approved. Charbarneau states that several Exempt employees will need to be changed to Exempt/Hourly and there will need to be changes to timecard codes as well. These new Exempt/Hourly positions will need to be paid time and a half for hours worked over 40 per week. Discussion held on changes and implications. Sorenson feels this will not greatly impact the budget as long as department heads are responsible for monitoring their employees' overtime use. Discussion held on use of Compensatory Time and what current practices will need to be changed. Hintz clarified current practices on Exempt employees working more than 37.5 hours per week; Charbarneau states these employees still need to check with their Department Heads prior to working over 37.5 hours per week. Charbarneau says a memo will be issued to Department Heads on the new rules and procedures that will need to be followed. Cushing clarifies that this topic was merely to provide information and updates, and a motion is not needed.

### **2017 HEALTH INSURANCE**

Charbarneau was previously directed to go back to health insurance companies that provided a quote in response to the RFP for the 2017 health insurance plan and ask that they reduce the quotes to a 7% or less premium increase. Charbarneau states that only one of the bidding companies returned with an amended bid – (GHT) Group Health Trust. Charbarneau discussed a summary of the options provided by GHT and their amended quote of 6.5% premium increase over the 2016 premiums. The amended GHT bid came with plan design changes in order to accommodate the reduced premiums which included increases to deductibles, out-of-pocket maximums and copays. Charbarneau notes that the added benefit to the new plan would be a near-site clinic through Aspirus which would waive deductible, copay and coinsurance costs for employees and their family members enrolled on the plan. Charbarneau also discussed the change in prescription mail-order company to Optum. Hartman inquired about increasing FSA (Flexible Spending Account) maximums in order to help employees with the increased deductible; Charbarneau says the FSA medical amount is already set at the maximum allowed of \$2,500. Discussion held on the possibility of HSA (Health Savings Accounts) for future plans. Sorenson discussed the protective union's 2017 contract which requires an increased employee contribution of 10% of the total premium for either network offered. Further discussion on the HRA and MERP accounts which help

subsidize the high deductibles. Sorenson also discussed the HRA and MERP accounts which subsidize the high deductible plan. Charbarneau discussed the retiree health plan costs and the option of retirees electing for an HRA contribution in lieu of the insurance plan, which has the ability to save both the retiree and the county money. Cushing and Fried talked about what other private and public sector employers are doing to deal with the rising insurance and healthcare costs. Fried suggests reducing the MERP by \$250 and using this cost savings to provide a higher COLA (Cost of Living Increase) to employees; Fried feels this action will benefit all employees rather than just the employees who take the health insurance coverage. Motion by Cushing to approve the 2017 health insurance program as presented. Second by Pederson. Fried requests the committee to first discuss wage increases before voting; brief discussion. Cushing moved the Committee forward with a roll call vote on the motion. Roll call vote taken: Pederson – Aye, Paszak – Aye, Cushing – Aye, Fried – Nay, Hintz – Aye. Motion carried.

### **RESOLUTIONS**

- **2017 WAGE INCREASE:** Charbarneau provided fiscal impact for the 1% COLA and 1% lump sum payment for red circled employees, costing \$112,855 and \$12,427 consecutively. Sorenson discussed red circled employees that are above the wage schedule. The Committee also discussed what other counties are providing their employees for COLA and the 2% increase for protective employees. Motion by Hintz to approve the resolution which approves a 1% increase and pass the resolution on to the County Board and not approve the 1% lump sum to red circled employees. Second by Paszak. All members present voting ‘Aye’. Motion carried. Resolution signed by Committee.
- **2017 WAGE INCREASE – RED CIRCLED EMPLOYEES:** Fried agrees with the proposed lump sum payment which wouldn’t affect red circled employee current wages. Rather than the lump sum being 1%, Fried proposes a flat dollar lump sum so red circled employees making a higher wage won’t benefit more than lower paid red circled employees. Sorenson states the lowest paid red circled employee earns about \$30,000 per year; Fried proposes 1% of this wage for the proposed lump sum payment. Discussion held. Motion by Fried to give all red circled employees a one time stipend of \$300 on the second payroll in January. Second by Pederson. All members present voting ‘Aye’. Motion carried.

### **CLOSED SESSION**

Motion by Hintz, second by Fried to adjourn into closed session pursuant to Section 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which this body has jurisdiction or responsibility (Topics: Cleaning Technician compensation and Assistant Real Property Lister compensation) and Section 19.85(1)(f) considering financial, medical, social or personal histories or disciplinary data of specific person, preliminary consideration of specific personnel problems or the investigation of specific charges, which, if discussed in public, would likely have a substantial adverse effect on the reputation of the person referred to in such data. (Topics: Correction Officer leave of absence request).

Roll call vote taken with all voting in the affirmative. Motion carried. Committee went into closed session at 2:20 p.m.

Staff present in closed session: Charbarneau, Lueneburg, Sorenson, Smith, Brunette, Romportl

**RETURN TO OPEN SESSION**

Motion by Cushing to return to open session. Second by Hintz. Roll call vote taken with all voting in the affirmative. Motion carried. Committee returned to open session at 2:44 p.m.

Cushing reports in closed session, the committee unanimously approved the following motions:

- Additional step increase for Assistant Real Property Lister
- Starting new Cleaning Technician at Step 2
- Extended Leave of Absence for Correction Officer to the end of November 2016.

**WELLNESS/HEALTH UPDATES**

None

**OUT-OF-COUNTY TRAVEL**

None

**FUTURE MEETING DATES**

November 22, 2016 at 10:30 p.m.  
December 14, 2016 at 9:00 a.m.  
December 29, 2016 at 1:00 p.m.

**FUTURE AGENDA TOPICS**

County Code and Employee Handbook review

**PUBLIC COMMENTS**

None

**ADJOURNMENT**

Motion by Cushing to adjourn. Second by Pederson. All members present voting 'Aye'. Motion carried. Meeting adjourned at 2:50 p.m.

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Ted Cushing, Chairman

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Date

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Jennifer Lueneburg, Committee Secretary

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Date